

**COMPANY REGISTRATION NUMBER: 06519565**  
**CHARITY REGISTRATION NUMBER: 1128024 & SCO45897**

**The Railway Mission**  
**Company Limited by Guarantee**  
**Financial Statements**  
**31 March 2023**

**Wyatt & Co**  
Chartered Accountants  
125 Main Street  
Garforth  
Leeds  
LS25 1AF

**The Railway Mission**  
**Company Limited by Guarantee**  
**Financial Statements**  
**Year Ended 31 March 2023**

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# **The Railway Mission**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Directors' Report)**

#### **Year Ended 31 March 2023**

The trustees, who are also the directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2023.

#### **Reference and Administrative Details**

<b>Registered charity name</b>	The Railway Mission
<b>Charity registration number</b>	1128024 & SCO45897
<b>Company registration number</b>	06519565
<b>Registered office</b>	125 Main Street Garforth Leeds LS25 1AF
<b>Principal Office</b>	Rugby Station Station Approach Rugby CV21 3LA

#### **The Trustees**

T J Bellenger	(Appointed 30 January 2023)
B S P Brown	
A Castledine	(Appointed 22 June 2023)
I S Ferguson	
D P Giles	(Appointed 30 January 2023)
S J Hailes	
T J Hanham	(Resigned 23 May 2023)
J M Jaegar	
Rev. R J Porter	
C J J Smith	
A Volossevich	
R M Westcott	(Resigned 28 June 2022)

**Company Secretary** C J J Smith

**Auditor** Alison Whalley  
Azets Audit Services  
Chartered Accountants & statutory auditor  
Carlton House  
Grammar School Street  
Bradford  
BD1 4NS

**Bankers** Yorkshire Bank  
370 Harrogate Road  
Leeds  
LS17 6QA

# **The Railway Mission**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

#### **Year Ended 31 March 2023**

Barclays Bank  
Leicester  
LE87 2BB

Co-Op Bank  
PO Box 250  
Skelmersdale  
WN8 6WT

#### **Solicitors**

Ellis-Fermor and Negus  
2 Devonshire Avenue  
Beeston  
Nottinghamshire  
NG9 1BS

## **Structure, Governance and Management**

### **Governing Document**

The organisation is an incorporated charity which was registered as a company (No 06519565) on 29th February 2008 and as an incorporated charity (No. 1128024) on 12 February 2009. The charity was originally set up in 1881. It is operated under the terms of Memorandum and Articles of Association dated February 2008, last update accepted by Companies House and by the Charity Commission in June 2021. Railway Mission is registered as a cross-border charity in Scotland, registered number SC045897.

### **Recruitment and Appointment of Trustees**

The Memorandum and Articles of Association (Articles 25 and 29) requires not less than 3 Trustees and requires one-third of Trustees to retire from office at each AGM, where they may seek re-appointment. In line with the NCVO code a nine-year cap on the term is now being introduced progressively.

The Trustee Handbook gives a clear job description and competence matrix for the role of trustee.

6 Trustees: Tim Bellenger, Barry Brown, Andy Castledine, David Giles, Steve Hailes, and Rev'd Ray Porter will retire at this year's AGM. Messrs Bellenger, Castledine & Giles have all been appointed by the Board to fill vacancies under article 36 and are willing to be elected from the AGM. Steve Hailes reaches 9 years' service at the AGM and will retire but is available for re-election. Messrs Brown & Porter are retiring after 15 years' and 10 years' service respectively. They are not seeking re-election and the Board is actively searching for replacements.

Currently, there are 9 Trustees, including the chairman. The board continues to review the size, structure and skillsets of the Board in line with its Strategy, item 3.1.

### **Governance and Risk Management**

Railway Mission has a Governance Policy and a management system in place. The four Board committees are delegated to review risks and policies within their area. Changes are then brought to the Board for approval, the Board retaining final responsibility for risk. The Board regularly monitors indicators of change to these risks.

The Board has approved new and updated policies and procedures covering a wide range of personnel,

# The Railway Mission

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year Ended 31 March 2023

data and other issues. In the last year, the Board has devised and approved a refreshed organisational Strategy and the Executive Director, with help from various Trustees, has revised the Business Plan in the light of the new Strategy.

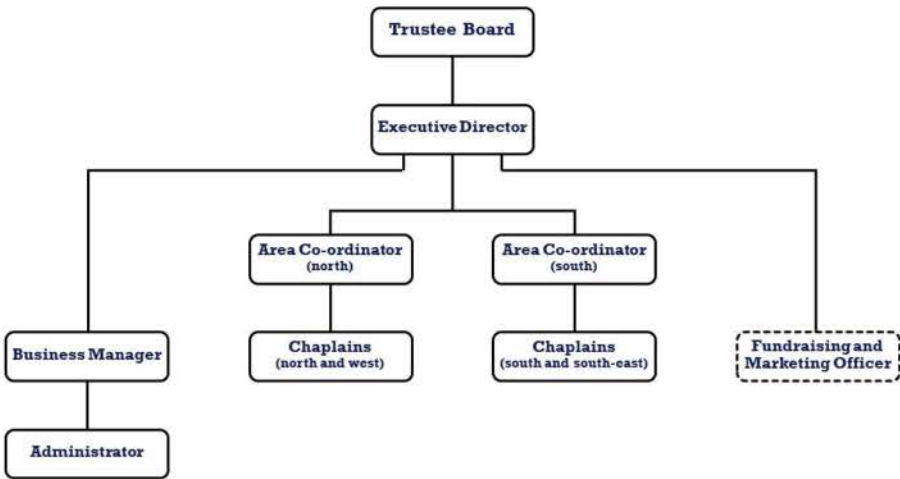
#### Organisational Structure

The Trustees of Railway Mission meet at least 5 times a year and are responsible for the strategic direction and policy of the charity. The Executive Director also attends the Trustees Board but does not have any voting rights.

The Board has four committees that are delegated to act within a written scope, and make proposals to the Board, thus providing more time for the Board to focus on strategic issues. Currently, these are: Finance, Governance & Legal, Marketing & Fundraising, and Personnel Pastoral & Training.

The chaplains' work is overseen by Railway Mission's Executive Director Rev. L Johnston, based at the Rugby office, who is overseen in this role by the Chair. A scheme of delegation is in place, and day-to-day responsibility for the provision of the Chaplaincy services rests with the Executive Director. The Remuneration of the Executive Director is set by the Trustees, and reviewed annually along with all employees.

The Executive Structure reporting to the Board is shown below:



Both the Business Manager and Administrator posts are part time roles. The Fundraising and Marketing Officer role is currently vacant with no plans to fill the vacancy in 2023-24.

#### Related Parties

There are no related parties.

#### Objectives and Activities

The charitable objective of Railway Mission is "to propagate the Christian Gospel and preserve and protect mental and physical health primarily amongst railway and transport staff and also members of

# **The Railway Mission**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

#### **Year Ended 31 March 2023**

the public affected by railway operations, by all appropriate means".

The charity is Christian but serves people of all faiths and none.

Its objectives are met primarily through the provision of Railway Chaplains who work around England, Scotland and Wales, based in strategic locations on the railway system. This is supplemented by the provision of publications and other support services and by working with other organisations in the railway industry across Great Britain.

The Trustees have given due consideration to the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011. The main activities of the Charity are undertaken to further the Charity's purposes for the public benefit.

#### **Achievements and Performance**

At the end of March 2023 Railway Mission employed eleven full-time, six part-time chaplains and one volunteer chaplain, with one part-time and one full-time vacancy. Our chaplains have an extensive schedule of visits, including stations, offices, control centres, signal boxes, and depots. The past year has seen our chaplains involved in personal support to both serving and retired railway staff and their families through bereavements, illness, redundancies, and a host of other issues including spiritual concerns. They also conduct various high-profile public events such as Remembrance services. Much of the ministry of the chaplains is at the invitation of rail managers; thus, demonstrating the continued appreciation of the industry for the pastoral support and care provided by the Chaplains. The significant level of suicides on the rail network is an area where the chaplains provide much support, something which is increasingly recognised and valued officially within the industry.

A system of "intervention" reporting by chaplains has allowed the collection of anonymised information to be presented to rail companies, demonstrating our involvement and support to their staff. This is key to maintaining and increasing their support for our work. Chaplaincy Support to the Railway Industry for January to December 2021, saw 8,727 people supported on a total of 10,778 occasions.

Network Groups which provide both support to Christians in the workplace and provide a prayer base for the local chaplain exist at a few locations, such as the large Network Rail offices at Milton Keynes and at Reading.

#### **Financial Review**

The Trustees consider that the attached financial statements are satisfactory. The satisfactory financial position of the charity is in large measure due to the continued support of Network Rail and the Train Operating Companies for which we are very grateful.

#### **Principal Funding Sources**

The highest proportion of Railway Mission's income is received by way of direct donation from the Railway Operating Companies. Twenty two different companies have provided total donations of £415,101 (2021/22 £407,760). Support from individuals and related Gift Aid continue to provide significant funds, with around £50,910 (2021,22 £49,402) being received in this way.

Our budget projections for the current and future years show deficit budgets funded by our reserves. Assuming income growth targets that the Board believe achievable, the aim is for a balanced budget by 2027/28, but the approved budget for 2023/24 has a deficit of £99k.

# **The Railway Mission**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

#### **Year Ended 31 March 2023**

Currently we have a substantial cash and property reserve, in excess of our reserves policy, and this allows us to live with these deficits in the short-term. If income increases in line with targets set (and with no increases in our operating costs), our cash reserve will decrease but it may not be necessary to sell the property (which would represent our operating and redundancy reserve). The Railway Mission is currently in negotiation with Network Rail regarding the support contract it has in place, and a successful outcome to this would make a significant change to the forecast deficit. However, if we do not achieve any increases in income, the projection shows that it would be necessary to sell the property at Nailsea to convert its value into cash by February 2025.

The total reserves at the end of the financial year were £748,809 (2022 £794,542). Of which there were restricted funds of £804. (2022 £1,164). There are two designated funds, one for a maximum potential redundancy, should the charity have to close, which was £92,241 (2022 £147,939), which in the view of the trustees is unlikely to crystallise in the foreseeable future, and the other for the Chaplains Conference and training, which was £6,501 (2022 £6,501), which is likely to be utilised in the next year. The free reserves after the restricted and designated funds including property are £649,263 (2022 £638,938). At the year end, the charity is meeting its reserves policy.

#### **Investment Policy**

Railway Mission invests capital not needed for monthly operations in various investment accounts, seeking a reasonable rate of return but with low risk. During this year these have included M&G Charifund and Virgin Money. The only property owned by Railway Mission (the house in Nailsea) is currently rented out. The trustees continue this in the short term as the rental income exceeds any interest obtainable on the value of the house. The review date for selling this property is currently during 2024.

#### **Reserves Policy**

In 2022 the Board approved a new Reserves Policy. This requires the Board to hold a sum "at least enough to operate the Mission's activities for three months without any further income and thereafter fund the statutory minimum redundancy payments due to staff to close the charity.

The Board have designated £92,241 (2021/22 £147,939, in accordance with the policy then in force) from the reserves to cover redundancy payment liability in the event of closure. The free reserves are more than sufficient to cover three months operating costs, which the Board has considered to be appropriate given the deficit in forecast income compared to expenditure in the approved budget.

#### **Donated goods and services**

During the year, the charity received the use of an office at Rugby Station. This is not material to the accounts. The charity also receives free rail passes for all chaplains and a spare for other staff and trustees when travelling on Railway Mission business. It is not possible to quantify the value of the rail passes utilised during the year.



# **The Railway Mission**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

#### **Year Ended 31 March 2023**

#### **Plans for Future Periods**

Achievement of sustainable finances is the key focus for the Board, and there will be a continued focus on raising the profile and support for Railway Mission both within and outside the industry. The creation, approval and implementation of a fundraising strategy is key to this in the coming year.

No major changes to chaplain numbers are currently planned. There are vacancies within the chaplaincy posts but there are ongoing plans to fill these.

With the easing of COVID restrictions chaplaincy has returned to face-to-face work, but the experience of having to use digital communications during the past two years will have a lasting effect on our ministry as we learn to use a better mix of the physical and the virtual.

The Williams-Shapps report proposes many changes to the rail industry model with the creation of Great British Railways, but it is too early to comment on any effect on funding and the longer-term shape of our work.

#### **Trustees' Responsibilities Statement**

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Auditor**

During the year Azets Audit Services Limited, trading as Azets Audit Services were appointed as auditors following their acquisition of Naylor Wintersgill Limited, on 1 May 2023.

A resolution proposing that Azets Audit Services Limited be reappointed as auditor of the company will be put at a General Meeting.



## **The Railway Mission**

### **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

### **Year Ended 31 March 2023**

#### **Disclosure of information to auditor**

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken all appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

#### **Small Company Provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 26<sup>th</sup> September 2023 and signed on behalf of the board of trustees by:

DocuSigned by:

*Jon Smith*

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C J J Smith  
Charity Secretary

# **The Railway Mission**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of The Railway Mission**

#### **Year Ended 31 March 2023**

#### **Opinion**

We have audited the financial statements of The Railway Mission (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities Act 2011, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

#### **Basis for Opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions Relating to Going Concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

# **The Railway Mission**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of The Railway Mission** *(continued)*

#### **Year Ended 31 March 2023**

#### **Other Information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Matters on Which We are Required to Report by Exception**

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006, the Charities Accounts (Scotland) Regulations 2006 (as amended) and the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept,
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

# **The Railway Mission**

## **Company Limited by Guarantee**

### **Independent Auditor's Report to the Members of The Railway Mission** *(continued)*

#### **Year Ended 31 March 2023**

#### **Responsibilities of Trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's Responsibilities for the Audit of the Financial Statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### **Extent to which the audit was considered capable of detecting irregularities, including fraud.**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we design procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud.
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection;



# The Railway Mission

## Company Limited by Guarantee

### Independent Auditor's Report to the Members of The Railway Mission *(continued)*

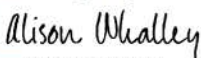
#### Year Ended 31 March 2023

- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

#### Use of Our Report

This report is made solely to the charity's members, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act, and Regulation 10 of the Charities Accounts (Scotland) Regulations 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

DocuSigned by:  
  
 A3AB0FCA5773466...

Alison Whalley (Senior Statutory Auditor)

For and on behalf of  
 Azets Audit Services  
 Chartered Accountants & statutory auditor

Carlton House  
 Grammar School Street  
 Bradford  
 BD1 4NS

26 September 2023

Azets is eligible to appointment as auditor of the Charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

# The Railway Mission

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year Ended 31 March 2023

			2023		2022
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	5	500,443	720	501,163	512,735
Investment income	6	15,520	—	15,520	15,068
<b>Total income</b>		<u>515,963</u>	<u>720</u>	<u>516,683</u>	<u>527,803</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of raising donations and legacies	7	28,015	1,080	29,095	25,139
Expenditure on charitable activities	8,9	526,555	—	526,555	499,627
Other expenditure	11	3,634	—	3,634	2,162
<b>Total expenditure</b>		<u>558,204</u>	<u>1,080</u>	<u>559,284</u>	<u>526,928</u>
Net (losses)/gains on investments	12	(3,132)	—	(3,132)	78,481
<b>Net (expenditure)/income and net movement in funds</b>		<u>(45,373)</u>	<u>(360)</u>	<u>(45,733)</u>	<u>79,356</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		793,378	1,164	794,542	715,186
<b>Total funds carried forward</b>		<u>748,005</u>	<u>804</u>	<u>748,809</u>	<u>794,542</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 15 to 26 form part of these financial statements.



# The Railway Mission

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2023

	Note	2023 £	2022 £
<b>Fixed Assets</b>			
Tangible fixed assets	17	5,758	7,678
Investments	18	448,114	451,246
		<u>453,872</u>	<u>458,924</u>
<b>Current Assets</b>			
Debtors	19	24,721	—
Cash at bank and in hand		307,947	363,254
		<u>332,668</u>	<u>363,254</u>
<b>Creditors: amounts falling due within one year</b>	20	<u>37,731</u>	<u>27,636</u>
<b>Net Current Assets</b>		294,937	335,618
<b>Total Assets Less Current Liabilities</b>		<u>748,809</u>	<u>794,542</u>
<b>Net Assets</b>		<u>748,809</u>	<u>794,542</u>
<b>Funds of the Charity</b>			
Restricted funds		804	1,164
Designated funds		98,742	154,440
Unrestricted funds		649,263	638,938
<b>Total charity funds</b>	23	<u>748,809</u>	<u>794,542</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 26 September 2023, and are signed on behalf of the board by:

DocuSigned by:

*Alex Volossevich*

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A Volossevich  
Trustee

The notes on pages 15 to 26 form part of these financial statements.

# The Railway Mission

## Company Limited by Guarantee

### Statement of Cash Flows

#### Year Ended 31 March 2023

	<b>2023</b>	2022
	<b>£</b>	£
<b>Cash Flows from Operating Activities</b>		
Net (expenditure)/income	(45,733)	79,356
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	1,920	2,560
Government grant income	–	(34,566)
Net (losses)/gains on investments	3,132	(78,481)
Dividends, interest and rents from investments	(15,009)	(14,733)
Other interest receivable and similar income	(511)	(335)
Interest payable and similar charges	696	739
Accrued expenses	10,711	510
<i>Changes in:</i>		
Trade and other debtors	(24,721)	14,879
Trade and other creditors	(616)	(1,755)
Cash generated from operations	(70,131)	(31,826)
Interest paid	(696)	(739)
Interest received	511	335
Net cash used in operating activities	<u>(70,316)</u>	<u>(32,230)</u>
<b>Cash Flows from Investing Activities</b>		
Dividends, interest and rents from investments	15,009	14,733
Proceeds from sale of other investments	–	–
Net cash from investing activities	<u>15,009</u>	<u>14,733</u>
<b>Cash Flows from Financing Activities</b>		
Government grant income	–	34,566
Net cash from financing activities	<u>(55,307)</u>	<u>17,069</u>
<b>Net (Decrease)/Increase in Cash and Cash Equivalents</b>	(55,307)	17,069
<b>Cash and Cash Equivalents at Beginning of Year</b>	363,254	346,185
<b>Cash and Cash Equivalents at End of Year</b>	<u>307,947</u>	<u>363,254</u>

The notes on pages 15 to 26 form part of these financial statements.

# **The Railway Mission**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

#### **Year Ended 31 March 2023**

##### **1. General Information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England, Wales and Scotland. The address of the registered office is 125 Main Street, Garforth, Leeds, LS25 1AF.

##### **2. Statement of Compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011, Charities and Trustee Investment (Scotland) Act 2005 and the Charity Accounts (Scotland) Regulations 2006 (as amended).

##### **3. Accounting Policies**

###### **Redundancy and Termination Payments**

Where redundancies take place during an accounting period, the cost of the redundancy and payment in lieu of notice are accounted for when the payments are processed through the payroll, and the employment ceases.

###### **Basis of Preparation**

###### **a. Incoming Resources**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

Voluntary income is received by way of donations and gifts and is included within the Statement of Financial Activities when received. Legacies are included within the Statement of Financial Activities when received. Investment income is included when received.

###### **b. Resources Expended**

Resources expended are recognised in the period in which they are incurred and include attributable VAT which cannot be recovered. Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered, and is shown as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes those costs that can be directly attributed to such activities as well as those costs of an indirect nature necessary to support them. Governance costs include those costs associated with the meeting of constitutional and statutory requirements of the charity, and include the audit fees.

###### **Going Concern**

There are no material uncertainties about the charity's ability to continue.

# **The Railway Mission**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

#### **Year Ended 31 March 2023**

##### **Fund Accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

##### **Incoming Resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Resources Expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

# **The Railway Mission**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

#### **Year Ended 31 March 2023**

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

#### **Tangible Assets**

Tangible assets in excess of £2,000 are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

#### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Office equipment	-	15% to 25% Reducing balance
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#### **Investments**

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

#### **Investment Property**

The properties owned by the Railway Mission are used for the purpose of meeting its objects, and are not therefore held as investment properties. As the values of these properties are at least the same or higher than their carrying value, no depreciation is charged against them.

#### **Impairment of Fixed Assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

# **The Railway Mission**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

#### **Year Ended 31 March 2023**

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

#### **Government Grants**

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

#### **Defined Contribution Plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### **4. Limited by Guarantee**

The company is limited by guarantee and not having a share capital. It is also a registered charity.



# The Railway Mission

## Company Limited by Guarantee

### Notes to the Financial Statements

Year Ended 31 March 2023

#### 5. Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
<b>Donations</b>			
Supporter and church donations	42,521	—	42,521
Railway company donations	415,101	—	415,101
Trust and corporate donations	5,537	720	6,257
Income tax refunds	8,389	—	8,389
Donations for calendars	2,241	—	2,241
Donations for Christmas cards	439	—	439
<b>Grants</b>			
Government grant income (Covid grants)	—	—	—
<b>Sponsorship</b>			
Sponsorship and fund raising events	17,992	—	17,992
<b>Other Donations and Legacies</b>			
Legacies and memorials	8,223	—	8,223
	<u>500,443</u>	<u>720</u>	<u>501,163</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
<b>Donations</b>			
Supporter and church donations	45,127	—	45,127
Railway company donations	407,760	—	407,760
Trust and corporate donations	9,098	2,500	11,598
Income tax refunds	4,275	—	4,275
Donations for calendars	2,599	—	2,599
Donations for Christmas cards	610	—	610
<b>Grants</b>			
Government grant income (Covid grants)	34,566	—	34,566
<b>Sponsorship</b>			
Sponsorship and fund raising events	5,326	—	5,326
<b>Other Donations and Legacies</b>			
Legacies and memorials	874	—	874
	<u>510,235</u>	<u>2,500</u>	<u>512,735</u>

# The Railway Mission

## Company Limited by Guarantee

### Notes to the Financial Statements

Year Ended 31 March 2023

#### 6. Investment Income

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Rent	12,300	12,300	12,300	12,300
Charifund investment income	2,709	2,709	2,433	2,433
Bank interest receivable	511	511	335	335
	<u>15,520</u>	<u>15,520</u>	<u>15,068</u>	<u>15,068</u>

#### 7. Costs of Raising Donations and Legacies

	Unrestricted Funds	Restricted Funds	Total Funds 2023
	£	£	£
Costs of raising donations and legacies - Donations	<u>28,015</u>	<u>1,080</u>	<u>29,095</u>
	Unrestricted Funds	Restricted Funds	Total Funds 2022
	£	£	£
Costs of raising donations and legacies - Donations	<u>23,803</u>	<u>1,336</u>	<u>25,139</u>

#### 8. Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds	Total Funds 2023	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Provision of Chaplains Services	491,729	491,729	469,862	469,862
Support costs	34,826	34,826	29,765	29,765
	<u>526,555</u>	<u>526,555</u>	<u>499,627</u>	<u>499,627</u>

#### 9. Expenditure on Charitable Activities by Activity Type

	Activities undertaken directly	Support costs	Total funds 2023	Total fund 2022
	£	£	£	£
Provision of Chaplains Services	491,729	–	491,729	469,862
Governance costs	–	34,826	34,826	29,765
	<u>491,729</u>	<u>34,826</u>	<u>526,555</u>	<u>499,627</u>

# The Railway Mission

## Company Limited by Guarantee

### Notes to the Financial Statements

#### Year Ended 31 March 2023

#### 10. Analysis of Support Costs

	Analysis of support costs	<b>Total 2023</b>	Total 2022
	£	£	£
Staff costs	16,693	16,693	12,565
Depreciation	1,920	1,920	2,560
Finance costs	7,764	7,764	10,742
Governance costs	2,354	2,354	234
Support costs: Governance	99	99	85
Office costs	3,613	3,613	2,877
Reimbursement of Trustees expenses	2,383	2,383	702
	<u>34,826</u>	<u>34,826</u>	<u>29,765</u>

#### 11. Other Expenditure

	Unrestricted Funds	<b>Total Funds 2023</b>	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Property costs	<u>3,634</u>	<u>3,634</u>	<u>2,162</u>	<u>2,162</u>

#### 12. Net (Losses)/Gains on Investments

	Unrestricted Funds	<b>Total Funds 2023</b>	Unrestricted Funds	Total Funds 2022
	£	£	£	£
Gains/(losses) on investment property	–	–	75,000	75,000
(Losses)/Gains on listed investments	<u>(3,132)</u>	<u>(3,132)</u>	<u>3,481</u>	<u>3,481</u>
	<u>(3,132)</u>	<u>(3,132)</u>	<u>78,481</u>	<u>78,481</u>

#### 13. Net (Expenditure)/Income

Net (expenditure)/income is stated after charging/(crediting):

	<b>2023</b>	2022
	£	£
Depreciation of tangible fixed assets	<u>1,920</u>	<u>2,560</u>

#### 14. Auditors Remuneration

	<b>2023</b>	2022
	£	£
Fees payable for the audit of the financial statements	<u>3,895</u>	<u>3,450</u>

**The Railway Mission**  
**Company Limited by Guarantee**  
**Notes to the Financial Statements**  
**Year Ended 31 March 2023**

**15. Staff Costs**

The total staff costs and employee benefits for the reporting period are analysed as follows:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Wages and salaries	425,327	406,834
Social security costs	31,829	29,322
Employer contributions to pension plans	8,982	8,574
Recruitment costs	3,871	2,740
	<u>470,009</u>	<u>447,470</u>

During the year, one member of staff was dismissed.  
The total paid to this individual in lieu of notice was £2,100

The average head count of employees during the year was 20 (2022: 20). The average number of full-time equivalent employees during the year is analysed as follows:

	<b>2023</b>	<b>2022</b>
	<b>No.</b>	<b>No.</b>
Number of Chaplaincy Service staff	19	19
Number of management and administration	1	1
	<u>20</u>	<u>20</u>

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

**Key Management Personnel**

The total employee benefits of the key management personnel was £52,894. (2022 £51,076)

**16. Trustee Remuneration, Expenses and Related Parties**

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2022 - £Nil)

No members of the Trustee group received remuneration during the year. Out of pocket postage, telephone and travel / accommodation expenses were reimbursed to 1 (2022: 1) trustees to the value of £2,383 (2022: £612)

In aggregate, Trustees made donations to the charity of £600 (2022: £950)

# The Railway Mission

## Company Limited by Guarantee

### Notes to the Financial Statements

#### Year Ended 31 March 2023

#### 17. Tangible Fixed Assets

	<b>Fixtures and fittings £</b>
<b>Cost</b>	
At 1 April 2022 and 31 March 2023	23,680
<b>Depreciation</b>	
At 1 April 2022	16,002
Charge for the year	1,920
<b>At 31 March 2023</b>	<b>17,922</b>
<b>Carrying amount</b>	
At 31 March 2023	5,758
At 31 March 2022	7,678

#### 18. Investments

	Listed investments £	Investment properties £	<b>Total £</b>
<b>Cost or valuation</b>			
At 1 April 2022	51,246	400,000	451,246
Additions	—	—	—
Other movements	(3,132)	—	(3,132)
<b>At 31 March 2023</b>	<b>48,114</b>	<b>400,000</b>	<b>448,114</b>
<b>Impairment</b>			
At 1 April 2022 and 31 March 2023			—
<b>Carrying amount</b>			
At 31 March 2023	48,114	400,000	448,114
At 31 March 2022	51,246	400,000	451,246

All investments shown above are held at valuation.

#### Investment properties

The fair value of the investment property has been arrived at on the basis of a valuation carried out on 7th June 2022 by Westcoast Properties, who are not connected with the Charity. The valuation was made on an open market value basis. The valuation has been updated with reference to the Nationwide's index of property values.

#### Financial assets held at fair value

The listed investments are shown at open market value at the year end.

# The Railway Mission

## Company Limited by Guarantee

### Notes to the Financial Statements

#### Year Ended 31 March 2023

#### 23. Analysis of Charitable Funds

##### Unrestricted funds

	At 1 Apr 2022 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2023 £
General funds	638,938	515,963	(558,204)	55,698	(3,132)	649,263
<u>Designated funds</u>						
Redundancy fund	147,939	—	—	(55,698)	—	92,241
Chaplains						
Conferences fund	6,501	—	—	—	—	6,501
	154,440	—	—	(55,698)		98,742
	<u>793,378</u>	<u>515,963</u>	<u>(558,204)</u>	<u>—</u>	<u>(3,132)</u>	<u>748,005</u>

	At 1 Apr 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2022 £
General funds	575,003	525,303	(525,592)	(14,257)	78,481	638,938
<u>Designated funds</u>						
Redundancy fund	133,682	—	—	14,257	—	147,939
Chaplains						
Conferences fund	6,501	—	—	—	—	6,501
	140,183	—	—	14,257	—	154,440
	<u>715,186</u>	<u>525,303</u>	<u>(525,592)</u>	<u>—</u>	<u>78,481</u>	<u>793,378</u>

##### Restricted funds

	At 1 Apr 2022 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2023 £
RROS Will						
Writing	1,164	720	(1,080)	—	—	804
	<u>1,164</u>	<u>720</u>	<u>(1,080)</u>	<u>—</u>	<u>—</u>	<u>804</u>

	At 1 Apr 2021 £	Income £	Expenditure £	Transfers £	Gains and losses £	At 31 Mar 2022 £
RROS Will						
Writing	—	2,500	(1,336)	—	—	1,164
	<u>—</u>	<u>2,500</u>	<u>(1,336)</u>	<u>—</u>	<u>—</u>	<u>1,164</u>

The donation from the Retired Railway Officers Society (RROS) for the writing of the wills to encourage donations by way of legacies, is expected to be spent within 12 to 24 months.



# The Railway Mission

## Company Limited by Guarantee

### Notes to the Financial Statements

#### Year Ended 31 March 2023

#### 24. Analysis of Net Assets Between Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Tangible fixed assets	5,758	–	5,758
Investments	448,114	–	448,114
Current assets	331,864	804	332,668
Creditors less than 1 year	(37,731)	–	(37,731)
<b>Net assets</b>	<b>748,005</b>	<b>804</b>	<b>748,809</b>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	7,678	–	7,678
Investments	451,246	–	451,246
Current assets	362,090	1,164	363,254
Creditors less than 1 year	(27,636)	–	(27,636)
<b>Net assets</b>	<b>793,378</b>	<b>1,164</b>	<b>794,542</b>

#### 25. Analysis of Changes in Net Debt

	At 1 Apr 2022 £	Cash flows £	At 31 Mar 2023 £
Cash at bank and in hand	363,254	(55,307)	307,947

# **The Railway Mission**

**Company Limited by Guarantee**

**Management Information**

**Year Ended 31 March 2023**

**The Following Pages Do Not Form Part of the Financial Statements.**

# The Railway Mission

## Company Limited by Guarantee

### Notes to the Detailed Statement of Financial Activities *(continued)*

#### Year Ended 31 March 2023

	2023 £	2022 £
<b>Income and endowments</b>		
<b>Donations and legacies</b>		
Supporter and church donations	42,521	45,127
Railway company donations	415,101	407,760
Trust and corporate donations	6,257	11,598
Income tax refunds	8,389	4,275
Donations for calendars	2,241	2,599
Donations for Christmas cards	439	610
Government grant income (Covid grants)	—	34,566
Sponsorship and fund raising events	17,992	5,326
Legacies and memorials	8,223	874
	<u>501,163</u>	<u>512,735</u>
<b>Investment income</b>		
Rent	12,300	12,300
Charifund investment income	2,709	2,433
Bank interest receivable	511	335
	<u>15,520</u>	<u>15,068</u>
<b>Total income</b>	<u>516,683</u>	<u>527,803</u>
<b>Expenditure</b>		
<b>Costs of raising donations and legacies - Donations</b>		
Calendars	2,905	3,432
Newsletters	5,940	4,377
Fundraising events	5,571	1,798
Fundraiser salary and agency cover	14,679	15,532
	<u>29,095</u>	<u>25,139</u>
<b>Costs of raising donations and legacies</b>	<u>29,095</u>	<u>25,139</u>
<b>Expenditure on charitable activities</b>		
<b>Provision of Chaplains Services</b>		
<i>Activities undertaken directly</i>		
Staff salaries	409,707	402,049
Employers National Insurance	31,317	29,186
Pension costs	8,779	8,501
Recruitment costs	3,871	2,740
Insurance	11,109	8,989
Staff travel and expenses	2,247	814
Telephone	11,217	11,347
Conferences seminars and training	1,590	500

# The Railway Mission

## Company Limited by Guarantee

### Notes to the Detailed Statement of Financial Activities *(continued)*

#### Year Ended 31 March 2023

Subscriptions	1,557	975
Sundry expenses	–	956
Publicity and advertising	10,335	3,805
	<u>491,729</u>	<u>469,862</u>
<b>Support costs</b>		
Salaries and wages	15,620	4,785
Employer's NIC	512	136
Pension costs	203	73
Administrator - agency cover	357	7,571
Accountancy fees	3,869	7,202
Audit fees	3,895	3,540
Legal and professional fees	2,354	234
Reimbursement of trustees expenses	2,383	612
Depreciation	1,922	2,560
Bank charges	696	739
Staff expenses	575	371
Administration and office costs	2,341	1,767
Governance costs	99	85
Trustees training	–	90
	<u>34,826</u>	<u>29,765</u>
<b>Expenditure on charitable activities</b>	<u>526,555</u>	<u>499,627</u>
<b>Other expenditure</b>		
Property costs	<u>3,634</u>	<u>2,162</u>
<b>Total expenditure</b>	<u>559,284</u>	<u>526,928</u>
<b>Net (losses)/gains on investments</b>		
Gains/(losses) on investment property	–	75,000
(Losses)/Gains on listed investments	(3,132)	3,481
	<u>(3,132)</u>	<u>78,481</u>
<b>Net (expenditure)/income</b>	<u>(45,733)</u>	<u>79,356</u>